



Danes Hill School

Homely Remedies Policy

Definition

A homely remedy is a product that can be obtained, without a prescription, for the relief of a minor, self-limiting ailment.

Protocol

The school restricts homely remedies to a documented list of products used for the relief of specific symptoms. This list has been formulated by the School Nurse and the School's Doctor.

Only those ailments in the homely remedy policy may be treated and they may only be treated using the specific products and doses according to manufacturer's guidelines. If the symptoms persist, or give cause for concern, medical advice should be obtained in case they are masking more serious underlying conditions. Administration of homely remedies must only be undertaken by a member of staff with appropriate knowledge of these medications. The Medical Centre will have access to the British National Formulary.

Conditions to consider for treatment using a homely remedy include:

- Indigestion
- Mild pain
- Coughs/colds
- Hayfever/ allergic reactions
- Minor sports injuries

This list is not exclusive.

Obtaining homely remedies

These will be purchased from a community pharmacy/ medical supplies company and held by the Medical Centre as stock.

Storage of homely remedies

Homely remedies will be kept in a locked medicine cupboard in the Medical Centre. They will be separated from any named prescription medicines. Expiry dates will be checked regularly by the School Nurse.

Recording of administration of homely remedies

It is essential that all medicines that are given to pupils, staff or visitors are recorded to maintain accurate records and avoid possible overdosing. The School Nurse will record this on SIMS for pupils and in the 'Staff Treatment Records' folder for members of staff and visitors.

Consent

Parental consent that is withheld for the administration of homely remedies is documented on SIMS. This should be consulted prior to administration.

Procedure

All homely remedy medications will be given according to manufacturer's guidelines which cover:

- The conditions licensed to be treated by that medication.
- The dose to be used.
- Exclusions set out by the manufacturer.
- Any drug interactions which would exclude their use.

Before administration of homely remedies:

- Symptoms will be checked and appropriate medication chosen.
- Consent information to be checked.
- Patient will be asked if they have taken any other medication.
- Medication packaging will be read for administration guidelines.
- Administration of medication will be documented.
- The pupil will be informed when they may take further medication.
- A written note, or email will be written to advise parents.

FULL Date of Policy: 25 January 2018

Date of Policy Renewal: February 2019

ADC